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Executive	157
3-9697	

29 April 1953

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT: Tenth Agency Orientation Course

1. Attached is a copy of the Tenth Orientation Program to be conducted by the Office of Training on Tuesday through Friday, 5 through 8 May 1953.

2. The Course will be held in the U. S. Department of Agriculture Auditorium, which is located on the first floor of the South Agriculture Building. This building is situated between 13th and 14th Streets, on the south side of Independence Avenue. The entrance at Wing 5 is closest to the Auditorium.

3. If your busy schedule will permit, we invite you to come and listen to any of the presentations in this Course. If you decide to come, we suggest you make your identity known to Mr. [REDACTED] of the CIA Orientations Office, who will be in the rear of the Auditorium and who will conduct you to the reserved section.

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[REDACTED]  
MATTHEW BAIRD  
Director of Training

Attachment

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